

TENNESSEE COLLEGE OF APPLIED TECHNOLOGY-McKENZIE

2021 Governor's Investment in Technical Education (GIVE 2.0)

Advanced Manufacturing: A pathway from dual enrollment to work ready for Weakley County

Tennessee College of Applied Technology- McKenzie IN PARTNERSHIP WITH:

Northwest Tennessee Workforce Board

Weakley County Board of Education

MTD Products, Inc. and Hamilton-Ryker

Jan Latimer, Ed.D.

16940 Highland Drive, McKenzie, TN 38201

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Funding requested:

\$305,900

X Willie Huffman

President of Higher Education Institution

(Fiscal Agent)

X Jan Latimer

Project Director (Lead Entity)

Abstract/Project Summary

The purpose of this proposal is to supply a work ready pipeline for industry in Weakley and surrounding counties in partnership with the four high schools served by the Weakley County Board of Education, located in Northwest Tennessee and the Tennessee College of Applied Technology-McKenzie. Also collaborating on this project is the Northwest Local Workforce Board, MTD Products, Inc and Hamilton-Ryker.

Industry in Weakley County is experiencing a shortfall in manufacturing production workers. The Weakley County Schools are looking to offer high demand, career ready, early postsecondary opportunities for their students to help fill this critical need. The Tennessee College of Applied Technology-McKenzie seeks to bridge that gap between the local board of education and the area industries. The Governor's Investment in Vocational Education 2.0 Grant offers a great opportunity for these entities to partner to create a pipeline of workforce ready graduates.

The mission of the Tennessee College for Applied Technology McKenzie is to serve as the premier provider for workforce development throughout Northwest Tennessee. The attainment of the Governor's Investment in Vocational Education 2.0 Competitive Grant will support the TCAT mission in providing high quality training to dual enrolled students from Weakley County, to better serve area employers and build the area workforce. The courses will be taught using Tennessee Board of Regents statewide approved curriculum specifically designed for Dual Enrollment students to earn credentials in Advanced Manufacturing.

Major accomplishments will include enrollment of high school juniors and seniors from Martin Westview, Dresden, Gleason and Greenfield high schools in to the TCAT Advanced Manufacturing program and ultimately enter the local manufacturing workforce. The goal for the Fall of 2022 will be a maximum enrollment of 40 students into the Advanced Manufacturing Production Associate certificate. The Spring of 2023 will allow for those students to advance to the Advanced Manufacturing Production Technician certificate, which will include work-based learning opportunities with area industry partners. The Fall of 2022 will allow for an additional 40 students to begin the same cycle of enrollment.

Although Weakley County is not considered a distressed or at-risk county according to Tennessee Department of Economic and Community Development Community Economic Status Map, several bordering counties such as Obion, and Carroll counties are designated at-risk. Students could have opportunities for employment in these bordering counties. Additionally, the Tennessee College of Applied Technology-McKenzie is located in Carroll County.

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Overview/Proposal Specifications

Section 1 Demonstration of Need: The purpose of this proposal is to supply a work ready pipeline for industry in Weakley and surrounding counties in partnership with the four high schools served by the Weakley County Board of Education, located in Northwest Tennessee and the Tennessee College of Applied Technology-McKenzie. Also collaborating on this project is the Northwest Local Workforce Board, MTD Products, Inc and Hamilton-Ryker. Production occupations are in high demand across Tennessee. Although Tennessee has one of the strongest specialized production workforces in the country, having a technically competent and growing pipeline of production workers is key to the expansion and recruitment of manufacturing companies, especially in the advanced manufacturing sector. Tennessee's advanced manufacturing workforce has grown by nearly 16,000 jobs in the last five years, the 6th largest increase of any state. Advanced manufacturing industry wages are approximately 30 percent above the wages for all industries in Tennessee. Nearly every in-demand production occupation identified in Tennessee is key to the workforce of Tennessee Economic Community Development's target industry clusters—including Automotive; Electrical Equipment & Appliances; Food & Agriculture; and Rubber, Ceramics & Glass. Manufacturers seek assemblers, fabricators, and machine setters, operators, and tenders³³ to successfully develop product. Assemblers and fabricators primarily work in the automotive industry in Tennessee: 22 percent of assemblers and fabricators work in motor vehicle parts manufacturing and 13 percent work in motor vehicle manufacturing, according to the 2020 LEAP report.

However, the Tennessee Higher Education Commission's Academic Supply and Occupational Demand in Tennessee report (table 7) shows 130 annual openings in northwest Tennessee in the category of helpers—production workers and is among the top 15 occupations by projected

growth for the northwest region. The Tennessee Higher Education Commission (THEC) notes that positions as Production Associates in advanced manufacturing facilities is one of the top in-demand occupations in Tennessee.

Additionally, a search of the www.jobstn.gov website for production occupations found 176 jobs in the Weakley County area. The Weakley County Economic Development Board offers this listing of existing industry in Weakley County: <https://www.wcedb.com/doing-business/existing-industry>

Alignment to Tennessee's Drive to 55 goal of equipping 55 percent of Tennesseans with a postsecondary credential by 2025. The goal of the Drive to 55 Alliance is to help generate greater private sector awareness, ownership and support for the long-term steps needed in college entry and completion, adult education and training, and identifying and closing skills gaps to better prepare our workforce and our state for the future. According to the website for the Drive to 55 Alliance, Tennessee has embraced a critical new mission in the Drive to 55. It's not just a mission for higher education but a mission for workforce and economic development, a drive to reduce unemployment and improve quality of life. This project seeks to do that for the high schools, the students and their families in Weakley County. The students enrolled in the TCAT-McKenzie's Advanced Manufacturing program will have the opportunity to earn Occupational Safety and Health Administration (OSHA)-10 certification and the National Career Readiness Certificate in addition to a post-secondary certificate in Advanced Manufacturing. The students will also have the opportunity to gain valuable on the job training that could lead to full time employment upon high school graduation.

Section 2: Program Plan

Detailed project timeline and overview

The first enrollment of students would begin in Fall 2022. The renovation of the space and recruitment of students would begin as early as the Spring of 2022. TCAT staff in conjunction with the Weakley County Career and Technical Education Director would meet with guidance counselors and rising high school Juniors and Seniors to explain the program prior to the formation of class schedules for the 2022-23 academic year. TCAT-McKenzie Student Services staff along with the Career and Technical Education Director for Weakley County Schools would develop materials to outline and clearly explain the program and the opportunities it would bring to students from Martin Westview, Dresden, Gleason and Greenfield high schools. The students would then be vetted via their local high schools to fill the 40 spots in the program based on interest, space availability and scheduling of courses required for high school graduation.

The GIVE 2.0 grant will provide funding to renovate an existing shop. A vacant shop space owned by the Weakley County board of education is available but needs some renovation in order to be suitable for students from the four Weakley County Schools to attend the classes. In addition, industrial trainers as well as classroom computers would be purchased for student use. Recruitment of the students would begin with meetings between the area high school guidance counselors, and TCAT-McKenzie Student Services personnel in the Spring of 2022 prior to scheduling of classes for the Academic year 2022-23.

Measurable objectives for each phase

Measurable objectives for the first semester would be the enrollment numbers from the Weakley County high schools. A maximum of 40 students would be able to enroll in each semester of the 2022-23 academic school year. The students would typically attend class 3 hours a day, either in the morning or afternoon. In the Fall of 2022, students would enroll for 216 hours working

toward a certificate as an Advanced Manufacturing Production Associate. The statewide approved curriculum for the students in the first semester includes soft skills such as communications, safety, attitude, teamwork, responsibility, integrity and networking in addition to successful completion of the National Career Readiness Certification. The students would also learn quality management systems including inspection procedures, and record keeping. By the Spring of 2023, students from the first cohort would be ready to enroll in the second 216 hours with an end result of a certificate as an Advanced Manufacturing Production Technician.

Student learning outcomes include how to troubleshoot to identify a problem with equipment, preventive maintenance schedules, materials , appropriate maintenance tools to maintain machines, use monitoring or diagnostic devices to find out when equipment is operating correctly, Ensure that equipment is producing a quality product using statistical methods charts, understand which forms and procedures to correctly documenting processes, understand the repair of equipment using diagrams, schematics, manuals and specifications, verify machine safety through proper set-up, and understand safety procedures to prevent accidents. This would be measured by successful completion of each course based on the TCAT grading scale.

Recruitment of under- represented student groups could include the following:

- During RTI time in the middle school, time and attention is given to interest surveys and career focused activities. Teachers work to stress the importance of preparing for high skill and high wage careers after high school. They spend time allowing students and help facilitate those efforts in post-secondary program exploration.

- Our district Special Education department employees a Transition Case Manager to work with Special Education students to find Work Based Learning placements and develop plans for after graduation.
- There is a Work Based Learning Coordinator in each of the 4 high school that work with business and industry to secure placements for high school students.
- High School CTSO students create recruitment videos and visit the 8th graders before scheduling classes for high school.

The success in recruitment of underrepresented student groups will be evident in the enrollment numbers of these students.

Dual Enrolled students would complete the Advanced Manufacturing Production

Associate/Advanced Manufacturing Production Technician (AMPA/AMPT) program which is a 432 hour, dual-enrollment (secondary only) program. It was approved by the Tennessee Board of Regents in 2017. The program has two (2) exit points:

Advanced Manufacturing Production Associate (AMPA) - 216 hours

Advanced Manufacturing Production Technician (AMPT) - 432 hours (includes AMPA)

The AMPT program addresses the needs of various entities in the state.

For employers:

- This program addresses the shortage of production associates in manufacturing facilities.
- Emphasizes the “soft skills” needed to be successful in the workplace.

For students:

- It expands the opportunities to earn technical college credit and industry recognized stackable credentials within their current school setting.

- It equips them with a valuable set of skills that will allow them to earn a living wage immediately after high school graduation.

For K-12 districts:

- It expands options to delivery Early Post-Secondary Opportunities (EPSOs) to their students via dual-enrollment with their local TCAT.
- It expands opportunities for their students to earn industry recognized credentials.

For TCATs:

- It is an opportunity to increase dual-enrollment student headcount.
- It is another certificate option that counts towards our “Drive to 55” goal.

For communities:

- It is a driver of economic development activity by increasing the number of residents with technical college certificates and industry credentials

According to the Carroll County Chamber of Commerce, 11 percent of the population in Carroll County is employed in an occupation classified as production.

The students enrolled in the TCAT-McKenzie’s Advanced Manufacturing program will have the opportunity to earn Occupational Safety and Health Administration (OSHA)-10 certification and the National Career Readiness Certificate in addition to a post-secondary certificate in Advanced Manufacturing. The students will also have the opportunity to gain valuable on the job training that could lead to full time employment upon high school graduation.

Project governance and accountability

This project was designed as a pathway for secondary students to be prepared for careers in advanced manufacturing facilities. The project director is Dr. Jan Latimer, vice-president of the

Tennessee College of Applied Technology-McKenzie. She will work closely with Lindsey Parham, the Career and Technical Education Director for the Weakley County Schools. Meetings between these two parties, industry partners- Keith Cursey of MTD, Products Inc. and Ronnie Cooke of Hamilton-Ryker, Jennifer Bane, Executive Director of the local Workforce Board and the guidance counselors for the four Weakley County high schools will occur monthly in the initial stages and then quarterly throughout the duration of the grant.

Role of proposed equipment

This funding would allow the TCAT-McKenzie and the four high schools served by the Weakley County Board of Education to partner along with area industries to train high school students in the area of Advanced Manufacturing and be ready to enter the workforce upon high school graduation. Up-to-date equipment and trainers are necessary for hands-on student training and classroom computers are needed for the students to complete the theory coursework and certifications necessary for program completion. A vacant shop space owned by the Weakley County board of education is available but needs some renovation in order to be suitable for students from the four Weakley County Schools to attend the classes. The renovations will include revamping the space to accommodate IMI/AMP equipment. This renovation includes building classroom space within existing shop.

Section 3: Strength of Partnership

The proposal is a collaboration between the Tennessee College of Applied Technology-McKenzie, the four high schools served by the Weakley County Board of Education- Martin Westview, Dresden Gleason and Greenfield, the Northwest Tennessee Workforce Board, Hamilton-Ryker and MTD Products, Inc.

The TCAT will offer Dual Enrollment education opportunities for the students identified by the Weakley County high schools, which lead to a certificate and the opportunity to continue the training in the Industrial Maintenance program upon high school graduation. TCAT-McKenzie and these area high schools currently have a strong partnership with Dual Enrolled students.

MTD Products Inc. a manufacturing facility which produces riding lawn mowers and outdoor power equipment, employs 1550 people. Hamilton-Ryker is an industrial staffing agency, headquartered in Martin, Tennessee that serves industries in Tennessee, Kentucky, Texas, Mississippi and other parts of the United States. They are currently staffing the Obion County.

The local Workforce Board will provide support to the industries, TCAT and Weakley County Board of Education as needed. Memorandum of Understandings were signed by all parties involved. In addition, a Dual Enrollment agreement currently exists between TCAT-McKenzie and the Weakley County Board of Education.

Section 4: Budget Plan

The budget outlined below will show the need for renovations to an existing shop space, instructor salary and benefits, training equipment, professional fees, supplies, travel, and indirect costs associated with implementation and maintenance of this program. It is the goal of the program to train students at or above industry standard, so this program can continue to be a great asset to employers in the northwest Tennessee.

Details of Budget Expenses:**Salaries, Benefits & Taxes**

Instructor	\$150,000
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Supplies

Copies, printing	\$2,000
Classroom Curriculum materials (textbooks, handbooks, online subscriptions)	\$3,000

Travel, Conference and Meetings

New instructor training-Tennessee Board of Regents	\$1,000
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Other Non-Personnel

Certified Productions Technician instructor training/certification	\$2,000
OSHA-10 certifications for students	\$1,000
CPT certification for students	\$7,200

Capital Purchase

Laptop computers	\$25,200
Computer cabinet	\$1,500
Shop tables and chairs	\$5,500
Copier/printer	\$500
Classroom renovation	\$15,000
Classroom desks and chairs	\$5,000
Electrical (renovation)	\$5,000

Amatrol 95-MSB1 Skill Boss Trainer	\$25,000
Amatrol Basic Electrical T70-17	\$15,000
Amatrol Motor Control systems 85 DTT5	\$15,000
Amatrol Electrical Learning systems 8-50-MT-68	\$15,000

Indirect Costs	\$12,000
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Total Budget	\$305,900
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Section 5: Sustainability

The partnership between the TCAT and Weakley County Board of Education will continue beyond the 30-month period. Both will use state funding to continue offering this program to high school students. The industry partners will continue to offer tours, internship and co-operative opportunities as the need arrives within their respective industries. Once the space is renovated and the equipment is purchased, the physical resources will be maintained by the Weakley County Board of Education while the equipment will be maintained by the TCAT. The instructor salary will be absorbed by the TCAT utilizing the Dual Enrollment grant funding collected by the TCAT for the students who meet the TSAC criteria. Weakley County Career and Technical Education director will continue to include the courses as opportunities for the high school students schedule will continue to work with the Weakley County high school counselors to include the courses in the list of offerings for the students.

Section 6: Economic Status Acknowledgement

Although Weakley is not a distressed or at-risk county, some of the industries served by Hamilton-Ryker are in Carroll, Obion and Henry Counties. Additionally, Carroll is an at-risk county and portions of McKenzie are located in Weakley and Carroll counties. Obion is an at-risk county as identified by Transparent Tennessee, a dashboard developed by the Tennessee Department of Economic and Community Development.

GRANT BUDGET				
GIVE Program Competitive Grant-TCAT-McKenzie				
The grant budget line-item amounts below shall be applicable only to expenses incurred during the				
POLICY 03 Object Line- item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1,2	Salaries, Benefits & Taxes	150000	0.00	150000
4,15	Professional Fee, Grant & Award ²	0.00	0.00	0.00
5, 6,7, 8, 9,10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	5000	0.00	5000
11,12	Travel, Conferences & Meetings	1000	0.00	1000
13	Interest ²	0.00	0.00	0.00
14	Insurance	0.00	0.00	0.00
16	Specific Assistance to Individuals	0.00	0.00	0.00
17	Depreciation ²	0.00	0.00	0.00
18	Other Non-Personnel ²	10200	0.00	10200
20	Capital Purchase ²	127700	0.00	127700
22	Indirect Cost	12000	0.00	12000
24	In-Kind Expense	0.00	0.00	0.00
25	GRAND TOTAL	305900	0.00	305900

¹ Each expenseobjectline-item shall be defined by the Department of Financeand Administration Policy 03, *Uniform Reporting Requirements and CostAllocation Plansfor Sub recipients of Federal and State Grant Monies, AppendixA.* (posted on the Internet at: www.state.tn.us/finance/act/documents/policy3.pdf).

**Memorandum of Understanding
Work-Based Learning Program
Tennessee College of Applied Technology-
McKenzie and Hamilton-Ryker**

Hamilton-Ryker. (hereafter referred to as the Company, and Tennessee College of Applied Technology -McKenzie and the GIVE Grant 2.0 Collaborative (hereafter referred to as the College)

The Advanced Manufacturing pathway (Program) constitutes a basis of understanding among the above parties concerning their mutual responsibilities in the Program. In addition, this understanding sets forth the Program's purpose and objectives and state requirements for attainment.

PROGRAM PURPOSE

1. To allow the Company to assist the College in developing a program that is tailored to meeting the current and future workforce needs of the company. Furthermore, to provide study-related work experience for individuals who are pursuing advanced credentials in Industrial Maintenance/Advanced Manufacturing through a Career & Technical Education program.
2. The Program provides a resource for potential employment of student-trainees upon successful completion of the Program and graduation. Full-time/regular employment is not guaranteed upon completing the Program.

PROGRAM OBJECTIVES

1. To follow Hamilton-Ryker, Inc. policies and procedures as it relates to K-12 and qualified college students' learning experiences related to their CTE Industrial Maintenance/Advanced Manufacturing field of study or major including tours, summer programs, internships and Co-Operative opportunities.
2. To assist the company in further addressing workforce goals and objectives.
3. To provide learning and employment opportunities for qualified program participants regardless of race color sex, religion, disability, veteran status, age or national origin.
4. To establish and strengthen the relationship between the Company and the academic community in order to ensure mutual reinforcement between college curricula and the world of work occupations.

Neither party shall be responsible for personal injury or property age or loss except that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible. Any and all claims against the State of Tennessee, including the Institution or its employees, for injury, or expenses or attorneys' fees, shall be heard and determined by the Tennessee claims Commission in the manner prescribed by law. Damages recoverable against the; Institution shall be limited expressly to claims paid by the Claims Commission pursuant to T.C.A., Section 9-8-301 et seq.

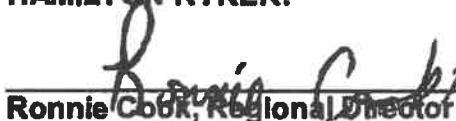
IN WITNESS WHEREOF:

TENNESSEE COLLEGE OF APPLIED TECHNOLOGY (TCAT) – McKENZIE


Willie Huffman, President

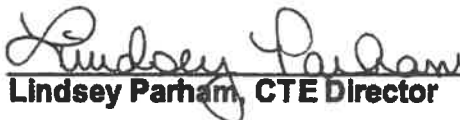
9-13-21
Date

HAMILTON RYKER:


Ronnie Cook, Regional Director

9-13-21
Date

WEAKLEY COUNTY BOARD OF EDUCATION


Lindsey Parham, CTE Director

9-13-21
Date

NORTHWEST TN WORKFORCE BOARD


Jennifer Bane, Executive Director

9/13/2021
Date

Memorandum of Understanding
Work-Based Learning Program
Tennessee College of Applied Technology-
McKenzie and MTD Products

MTD Products, Inc. (hereafter referred to as the Company, and Tennessee College of Applied Technology -McKenzie and the GIVE Grant 2.0 Collaborative (hereafter referred to as the College)

The Advanced Manufacturing pathway (Program) constitutes a basis of understanding among the above parties concerning their mutual responsibilities in the Program. In addition, this understanding sets forth the Program's purpose and objectives and state requirements for attainment.

PROGRAM PURPOSE

1. To allow the Company to assist the College in developing a program that is tailored to meeting the current and future workforce needs of the company. Furthermore, to provide study-related work experience for individuals who are pursuing advanced credentials in Industrial Maintenance/Advanced Manufacturing through a Career & Technical Education program.
2. The Program provides a resource for potential employment of student-trainees upon successful completion of the Program and graduation. Full-time/regular employment is not guaranteed upon completing the Program.

PROGRAM OBJECTIVES

1. To follow MTD Products, Inc. policies and procedures as it relates to K-12 and qualified college students' learning experiences related to their CTE Industrial Maintenance/Advanced Manufacturing field of study or major including tours, summer programs, internships and Co-Operative opportunities.
2. To assist the company in further addressing workforce goals and objectives.
3. To provide learning and employment opportunities for qualified program participants regardless of race color sex, religion, disability, veteran status, age or national origin.
4. To establish and strengthen the relationship between the Company and the academic community in order to ensure mutual reinforcement between college curricula and the world of work occupations.

Neither party shall be responsible for personal injury or property age or loss except that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible. Any and all claims against the State of Tennessee, including the Institution or its employees, for injury, or expenses or attorneys' fees, shall be heard and determined by the Tennessee claims Commission in the manner prescribed by law. Damages recoverable against the; Institution shall be limited expressly to claims paid by the Claims Commission pursuant to T.C.A., Section 9-8-301 et seq.

IN WITNESS WHEREOF:

TENNESSEE COLLEGE OF APPLIED TECHNOLOGY (TCAT) – McKENZIE


Mr. Willie Huffman, President


9-13-21
Date

MTD Products, Inc.:


Keith Cursey, Human Resources Mgr

9-13-21
Date

WEAKLEY COUNTY BOARD OF EDUCATION


Lindsey Parham, CTE Director

9-13-21
Date

NORTHWEST TN WORKFORCE BOARD


Jennifer Bane, Executive Director

9/13/2021
Date

**Dual Enrollment Agreement
Between
TCAT McKenzie
and
Weakley County Board of Education
For 2021-2022 Academic Year**

This Agreement, by and between The Tennessee College of Applied Technology McKenzie hereinafter referred to as the "Institution or College" and Weakley County School District, hereinafter referred to as the "School System" is for the purpose of providing eligible high school students the opportunity to earn both college and high school graduation credits simultaneously upon successful completion of qualified course(s), as further defined in the "SCOPE OF SERVICES."

OVERVIEW

In accordance with the guidelines set forth by the Tennessee Board of Regents (TBR), the Tennessee Higher Education Commission (THEC), and the procedures established by Tennessee College of Applied Technology McKenzie, we, the Institution, do hereby enter into this Agreement to provide eligible high school students the opportunity to earn both TCAT (clock hours) and high school graduation credits simultaneously upon successful completion of qualified course(s). Such agreement is in accordance with Tennessee Board of Regents Policy 2:03:00:00.

Qualified programs/courses are those listed in the current Tennessee College of Applied Technology McKenzie catalog which use the program/course syllabus, including outcomes and requirements, and text and materials approved by the respective College.

Administrative Office Technology, Advanced Manufacturing Production Technology, Automotive Technology, HVAC/R, Industrial Maintenance Integrated Automation, IT Systems Management, Machine Tool Technology, Major Appliance Repair, Welding Technology

Eligible students must be enrolled as 9th, 10th, 11th, or 12th grade students in a Tennessee public or nonpublic secondary school, or in a home education program.

Students may enroll in a specific program/course based on the program/course's specific placement requirements as determined by the College. Enrollment must be in dual enrollment course that lead to a certificate or diploma.

Students must submit to the Student Services Department:

- A completed application for admission signed by the student;
- Required signatures from student and parent or legal guardian.

High school students enrolled in the dual enrollment program must maintain a cumulative GPA or numeric grade of at least a "C" overall average in the College course(s) in order to register for subsequent College course(s). Exceptions must be submitted in writing to the College Student Services Coordinator.

All costs associated with enrollment in college courses shall be the responsibility of the school, student, or his/her parent or legal guardian.

Students may be eligible for the Tennessee Lottery Dual Enrollment Grant and may complete an application online through the Tennessee Student Assistance Corporation (TSAC) within the appropriate time frame.

A. RESPONSIBILITIES OF THE PARTIES

A.1 The College:

- Is responsible for ensuring qualified faculty or adjunct faculty teach the course(s).
- Will provide a mandatory orientation session on the main campus for all adjunct faculty.
- Reserves the right to schedule an observation of the class by the President or President's Designee at any time to ensure that College-level outcomes are met.
- Will conduct periodic performance reviews of all faculty, and reserves the right to refuse reappointment of any instructor who does not meet College standards of instruction.
- Will award College credit for each course successfully completed.
- Will adhere to the School System standard operating procedures for the reservation and utilization of school equipment.
- Reserves its right to approve science and computer laboratories and equipment as appropriate and compatible for delivery of a course.
- Will make effort to coordinate course delivery with the needs of the high school.
- Maintains its right to cancel any class with enrollment insufficient to cover expenses.

A.2. The School System designee shall:

- Award high school graduation credit(s) for each college course successfully completed.
- Provide appropriate classroom space and instructional equipment for classes offered on site.
- Pursuant to 0520-1-3-.06(4) (c) 1. of Tennessee Board of Education Rules, Regulations, and Minimum Standards for the Governance of Tennessee Public School (1994), retain the right to observe and supervise instruction, which is conducted in the high school during regular school hours.

A.3. The College and the School System shall:

- Designate a duly responsible coordinator to provide oversight of details and distribute general program information and necessary forms to students.
- Jointly determine the course(s) to be offered, subject to College staffing and scheduling limitations. Start and end dates for terms will follow the Tennessee Board of Regents common calendar dates.
- Agree to follow the college academic calendar for all courses offered. Any exceptions must be approved by the college.
- Provide appropriate information to the Students regarding Dual Enrollment Lottery Grant.
- Provide appropriate information to the student regarding the Dual Enrollment Lottery Grant.

AGREEMENT TERM:

B.1. Term. This Agreement shall be effective for the period commencing on August 1, 2021 and ending on July 30, 2022.

B.2. Term Extension. The Institution reserves the right to extend this Agreement for an additional period or periods of time representing increments of no more than one year and a total term of no more than 2 years, provided that the Institution notifies the Board of Education/High School/School System, in writing, of its intention to do so at least 10 days

prior to the Agreement expiration date. An extension of the term of this Agreement will be effected through an amendment to the Agreement. If any extension of the Agreement necessitates additional funding, the increase in the College's maximum liability will also be effected through an amendment to the Agreement.

C. FACULTY

- C.1.** Instructors for the dual enrollment classes shall be subject to the approval of both Parties and will adhere to College policies regarding academic standards and documentation of attendance and grades.
- C.2.** In the event the instructor is provided and compensated by the College, such compensation will be based upon applicable College policies as to College faculty. (This includes instructors from other higher education institutions on dual services agreements)
- C.3.** In the event the instructor is provided and directly compensated by the Board of Education/High School/School System, such compensation will be based upon applicable Board of Education/High School/School System policies and no funds shall be due from the College.

D. TERMS AND CONDITIONS:

- D.1.** Required Approvals. The Institution is not bound by this Agreement until it is approved by the appropriate officials in accordance with applicable Tennessee laws and regulations as shown on the signature page of this Agreement.
- D.2.** Modification and Amendment. This Agreement may be modified only by a written amendment executed by all parties hereto and approved by the appropriate officials.
- D.3.** Performance. The Institution reserves the right to replace/request the School System to replace any instructor for non-performance and/or violation of College policies and guidelines.
- D.4.** Termination. Either party may terminate this Agreement with or without cause for any reason. Either party shall provide the other at least ninety (90) days written notice before the effective termination date. Termination shall not be effective until the end of the academic year then in progress.
- D.5.** Nondiscrimination. The School System hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Agreement or in the employment practices of the School System on the grounds of disability, age, race, color, religion, sex, veteran status, national origin, or any other classification protected by Federal, or State constitutional or statutory law. The School System shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- D.6.** State and Federal Compliance. The School System shall comply with all applicable State and Federal laws and regulations, including without limitation with the Family Educational Rights and Privacy Act (FERPA) and Institution policies and guidelines in the performance of this Contract. The Board of Education/High School/School System agrees that its officers, employees and agents will use personally identifiable information from an education record disclosed pursuant to this Agreement only for the purposes for which the disclosure was made and not for any other purpose. The personally identifiable information may not be disclosed or re-disclosed by either Party to any but the other

Party without prior written consent of the student or as otherwise permitted by the Agreement.

- D.7. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.
- D.8. Severability. If any terms or conditions of this Agreement are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Agreement are declared severable.
- D.9. Communications and Contacts.

The Institution:

President Willie Huffman
Tennessee College of Applied Technology McKenzie
16940 Highland Drive
731-352-5364
731-352-3258

School System:

Randy Frazier, Superintendent
Weakley County Board of Education
8319 Old State Highway 22 #A
Dresden TN 38225 731-364-2247

- D.10. Relationship of the Parties. This Agreement shall in no way be interpreted as creating an agency or employment relationship between the parties.
- D.11. Liability. Institution is a public institution of higher education and a member of the State University and Community College System of Tennessee governed by the Tennessee Board of Regents. As a state entity, its liability arising from performance under this agreement shall be subject to and limited to those rights and remedies, if any, available under T. C. A. §§ 9-8-101 through 9-8-407. School System is a political subdivision of the state and, as, such its liability for injuries which may result from its performance under this agreement shall be subject to and limited to those rights and remedies, if any, available under the Tennessee Governmental Tort Liability Act, §§ T. C. A. 29-20-201, et seq.

Each party shall be solely liable for payment of its portion of all claims, liability, costs, expenses, demands, settlements, or judgments resulting from action or omissions of itself or those for whom it is legally responsible, relating to or arising under this Agreement.

IN WITNESS WHEREOF:

School System

DocuSigned by:

Randy Frazier

Randy Frazier, Superintendent

2021-04-30 | 2:49 PM CDT

Date

Tennessee College of Applied Technology McKenzie

DocuSigned by: 	2021-04-30 4:08 PM CDT
President Willie Huffman	Date

Tennessee Board of Regents:

DocuSigned by: 		2021-05-03 7:20 AM CDT
Chancellor...		Date

Tennessee Board of Regents**Course/Program Inventory****Advanced Manufacturing Production Technology - DE ONLY****CIP Code:**

09.15.0613.02

Program Description:

The Advanced Manufacturing Production Associate/Advanced Manufacturing Production Technician (AMPA/AMPT) program is a 432 hour, dual-enrollment (secondary only) program. It was approved by the Tennessee Board of Regents in 2017.

It was designed as a pathway for secondary students to be prepared for careers in advanced manufacturing facilities. The Tennessee Higher Education Commission (THEC) notes that positions as Production Associates in advanced manufacturing facilities is one of the top in-demand occupations in Tennessee.

Program Outcomes:

The AMPT program addresses the needs of various entities in the state.

For employers:

- This program addresses the shortage of production associates in manufacturing facilities.
- Emphasizes the “soft skills” needed to be successful in the workplace.

For students:

- It expands the opportunities to earn technical college credit and industry recognized stackable credentials within their current school setting.
- It equips them with a valuable set of skills that will allow them to earn a living wage immediately after high school graduation.

For K-12 districts:

- It expands options to delivery Early Post-Secondary Opportunities (EPSOs) to their students via dual-enrollment with their local TCAT.
- It expands opportunities for their students to earn industry recognized credentials.

For TCATs:

- It is an opportunity to increase dual-enrollment student headcount.
- It is another certificate option that counts towards our “Drive to 55” goal.

For communities:

- It is a driver of economic development activity by increasing the number of residents with technical college certificates and industry credentials.

The program has two (2) exit points:

1. Advanced Manufacturing Production Associate (AMPA) - 216 hours
2. Advanced Manufacturing Production Technician (AMPT) - 432 hours (includes AMPA)

Professional Accrediting Body:

N/A

State Agency/Entity Oversight:

N/A

Applicable Certification/License or Industry-recognized Certificates to Be Awarded:

- National Career Readiness Certificate (NCRC)
- MSSC's Certified Production Technician (CPT)
 - Safety
 - Quality
 - Manufacturing Processes and Production
 - Maintenance Awareness

Advanced Manufacturing Production Associate (AMPA)

Award type: Certificate

Clock Hours: 216

- AMP 1010 - Career Ready 101 Pre-Test
- AMP 1020 - Certified Production Technician - Safety Module and Test
- AMP 1030 - Worker Characteristics - Skills to Pay the Bills
- AMP 1040 - Career Ready 101 Coursework I
- AMP 2010 - Certified Production Technician- Quality Module and Test
- AMP 2020 - Career Ready 101 Coursework II
- AMP 2030 - NCRC Test
- AMP 2040 - Competency Portfolio Build and Presentation

Advanced Manufacturing Production Technician (AMPT)

Award type: Certificate

Clock Hours: 432

- AMP 4010 - Certified Production Technician Maintenance Awareness and Test
 - AMP 4020 - Practicum/Work-Based Learning
 - AMP 3010 - Certified Production Technician- Manufacturing Processes and Production and Test
 - AMP 3020 - Employability Skills
-



September 16, 2021

Dear GIVE2.0 Grant Competition Committee;

The Weakley County Chamber of Commerce supports funding for a collaborative partnership will offer post- secondary training, materials and resources to high school students in order to fill the critical workforce needs vital to our industries. The collaboration between the Weakley County School students and TCAT McKenzie will create a pathway in advanced manufacturing to offer a post- secondary certificate upon high school graduation

Weakley County's top ten manufacturers annually employ approximate 3000 workers. Most of these Industries are currently struggling to make production without proper skilled workforce labor. Certified graduates would fulfill this demonstrable local economic dilemma.

The Weakley County Chamber stresses the essential need for funding with the GIVE2.0 Grant Completion through this collaboration of reinforcement to our workforce labor market.

Sincerely

A handwritten signature in cursive script that reads "Barbara Virgin".

Barbara Virgin

Executive Director
